

RD&E STAFF
November 5, 2001
(DRAFT)

	OPPORTUNITY CATEGORY	TOPIC	DECISIONS / ACTIONS / ISSUES	STATUS / COMPLETION DATES	NEXT RD&E REVIEW DATE	RESPONSIBLE PERSON(S)
1	Compliance	Enhanced Compliance System	Staff to review the distributed Obligation Matrix and Overview of RD&E Obligation Area, and provide requested support. Subject Matter Experts for RD&E Obligation Areas identified.	Presentation made reviewing Senior Team initiative to implement an enhanced compliance system.	DONE	J. Lewis
2	Consumer Connections	Banded Paper Product Development & Commercialization	Decided to continue IP product monitoring for commercial production with filter paper (3 layers), filter paper (10 layers) and cotton duck 6, and reduce frequency by 50%. Will develop a strategy for scenario in which Ecusta strike is of extended duration. Will modify licensing strategy to take into account the SWM rotogravure process.	Update given regarding Banded Paper product design and commercialization.	DONE	H. Alonso
3	Consumer Connections	Burley TSNA - Project Review		Presentation made reviewing program including seed cleaning for secondary alkaloids, research projects and burley practices project. Revised budget and schedule for 2002 activities to be available in March 2002.	DONE	G. Cummings
4	Consumer Connections	Process Validation & Testing		Presentation made.	DONE	J. Lewis
5	Corporate Responsibility	Rapidly Degradable Filters	Decided to discontinue work based on availability of resources and lack of available technology to address the litter issue.	Project status reviewed.	DONE	H. Alonso
6	Organizational Capability	Space Planning	Staff to submit all pertinent information to P. Greenberg by 11/15/01. P. Greenberg to provide staff with desired format for information by 11/2/01. Space Planning & Logistics will coordinate with RD&E and other space representatives as appropriate to finalize a plan for presentation to the staff on 1/11/01.	Discussion held reviewing status of space planning effort for RD&E.	DONE	G. Cummings
7	Compliance	Final Weighbelt OV Validation		C. Wood to make presentation. Time: 30 min.	11/29/01	H. Alonso
8	Consumer Connections	Banded Paper Product Development		J. Spruill to give update. Time: 45 min.	11/29/01	H. Alonso
9	Consumer Connections	Fading Study		B. Davies to make presentation. Time: 1 hr.	11/29/01	R. Solana
10	Consumer Connections	SCoR Product Development Update		Project team to make presentation. Time: 1 hr.	11/29/01	H. Alonso
11	Consumer Connections	Industry Interaction Guidelines		L. Carchman to make presentation. Time: 30 min.	12/7/01	R. Solana
12	Corporate Responsibility	Options Program (IAQ)		C. Shorte to make presentation. Time: 30 min.	12/7/01	G. Cummings

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13	Cost	Patent Maintenance Fees - 1st Quarter 2002		B. Venable to conduct review. Time: 20 min.	12/7/01	K. Osborne
14	Consumer Connections	Acceptability Assessment		K. Podraza to make presentation. Time: 30 min.	1/11/02	R. Solana
15	Consumer Connections	Harm Reduction - Human Exposure Studies		H. Roethig to make presentation. Time: 30 min.	1/11/02	R. Solana
16	Consumer Connections	Harm Reduction Guidance / Evaluation		G. Patskan to make presentation. Time: 30 min.	1/11/02	R. Solana
17	Consumer Connections	SCoR Product Development Update		Project team to make presentation. Time: 1 hr.	1/11/02	H. Alonso
18	Organizational Capability	RD&E Space Plan for 2002		V. Singh to make presentation. Time: 30 min.	1/11/02	G. Cummings
19	Consumer Connections	Banded Paper Program		Project Team to make presentation. Time: 1 hr.	1/25/01	H. Alonso
20	Corporate Responsibility	Understand the Science of Smoking & Health - Cancer		A. Tricker to make presentation. Time: 30 min.	1/25/02	R. Solana
21	Corporate Responsibility	Understand the Science of Smoking & Health - COPD		W. McKinney to make presentation. Time: 30 min.	1/25/02	R. Solana
22	Corporate Responsibility	Understand the Science of Smoking & Health - CVD		K. Von Holt to make presentation. Time: 30 min.	1/25/02	R. Solana
23	Corporate Responsibility	Options Program (IAQ)		C. Shorte to make presentation. Time: 30 min.	2/8/02	G. Cummings
24	Corporate Responsibility	Understand the Science of Smoking & Health - Communication		R. Walk to make presentation. Time: 30 min.	2/8/02	R. Solana
25	Corporate Responsibility	Understand the Science of Smoking & Health - ETS Exposure		E. Sanders to make presentation. Time: 30 min.	2/8/02	R. Solana
26	Corporate Responsibility	Understand the Science of Smoking & Health - Smoking Behavior		B. Davies to make presentation. Time: 30 min.	2/8/02	R. Solana
27	Corporate Responsibility	Understand the Science of Smoking & Health - No-clinical Testing & Non-clinical research		W. Reininghaus to make presentation. Time: 30 min.	2/22/02	R. Solana
28	Corporate Responsibility	Understand the Science of Smoking & Health - Reproduction		R. Dempsey to make presentation. Time: 30 min.	2/22/02	R. Solana

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29	Corporate Responsibility	Understand the Science of Smoking & Health - Smoke Exposure		H. Roethig to make presentation. Time: 30 min.	2/22/02	R. Solana
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